

DIVERSITY COUNCIL
JESSIE PARKER BUILDING, 1ST FLOOR, KNUDSEN TRAINING ROOM
OCTOBER 16, 2008
2:30 PM – 4:30 PM

Agenda Item	Notes
Members Present	<p>Nancy Berggren, Department of Administrative Services – Human Resources Enterprise (DAS-HRE) Preston Daniels, Employee and Family Resources, Chair Renee Hardman, Bankers Trust, Co-Chair Shirley Hicks, Iowa School for the Deaf, Retired Robin Jenkins, DAS-HRE Miguel Moreno, Department of Transportation Alba Perez, Greater Des Moines Partnership Walter Reed, Jr., Department of Human Rights (DHR) Ralph Rosenberg, Iowa Civil Rights Commission (ICRC) Jonathan Thorup, Department of Public Safety Miriam Tyson, Iowa Department of Economic Development (IDED) Dinh VanLo, Tai Village, Inc. Stephen Wooderson, Iowa Vocational Rehabilitation Services (IVRS)</p>
Members Absent	<p>Reginald Jackson, Wells Fargo Bank, N.A. Jim Larew, Governor's Office Ray Walton, Department of Administrative Services (DAS)</p>
Designee	<p>Deborah Svec-Carstens, Governor's Office, sitting in for Jim Larew</p>
Other Attendees	<p>Judy Akre, DAS-HRE G. Dean Austin, Department of Public Health Cyndi Chen, DHR, Commission on the Status of Iowans of Asian and Pacific Islander Heritage Susan Churchill, DAS-HRE, responsible for taking meeting minutes Beverly Couch, IDED Jacquie Easley, Mercy Medical Center Joe Ellis, DAS-HRE Jesus Estrada, DAS-HRE Syeta Glanton, Governor's Office Tomika Greene, DAS-HRE Susan Hardine, Deaf Action Center, Interpreter for Shirley Hicks Mary Ann Hills, DAS-HRE Tereasa Jefferson, Iowa Workforce Development Barbara Kroon, DAS-HRE Minnie Mallard, Department of Elder Affairs Barb McClannahan, IVRS Matt Oetker, Attorney General's Office Brenda Reilley, DAS-HRE Dick Reinap, Deaf Action Center, Interpreter for Shirley Hicks Bev Schmeling, IVRS Jeanette Thomas, Department of Education Bill West, DAS-HRE <i>Others may have been present who did not sign in.</i></p>

**Agenda
Items**

- I. Opening Remarks – Preston Daniels
- II. Review and Approval of Minutes of September 18, 2008 – Minutes approved with noted corrections.
- III. New Business
 - A. Renee Hardman stated that Professor Russell Lovell from Drake University is willing to come to a Council meeting to discuss the NAACP Report on the State's Hiring Practices and entertain questions.
 - B. The Council would like to hear Professor Lovell.
 - C. Renee Harman will make the arrangements.
- IV. Best Practices Presentation: Mercy Medical Center – Jacquie Easley, Director of Diversity Services at Mercy Medical Center, discussed the *Wheel of Diversity* at Mercy.
 - A. CEO – the center of the *Wheel of Diversity*.
 1. The CEO, who sets the tone for diversity at Mercy, stated his philosophy in his CEO Statement: *Mercy Medical Center is strongly committed to diversity at all levels of the Mercy organization and in our community. Our mission, values, and traditions firmly embrace inclusion, acceptance, and compassion. Mercy is actively participating and responding to the unique and diverse needs of our patients, families, visitors, students, and employees.*
 2. A Diversity Council is made up of executive leadership.
 3. Each of the 84 departments is required to submit a Diversity Plan, which must be approved by the CEO.
 - B. Patients and Families – a spoke in the *Wheel of Diversity*.
 1. Mercy has a full-time *Interpretation Services* staff to work with patients who do not speak English.
 2. Mercy helps foster *Cultural Competence* by hosting seminars, such as, "Relationship Between Jehovah's Witness and Patient Care," which was to increase awareness of the Jehovah's Witness beliefs in regard to medical care.
 - C. Employees – a spoke in the *Wheel of Diversity*.
 1. Employees may volunteer for the DREAM Committee, which plans one awareness session each month. (The acronym stands for Disability/Diversity Resources Engaging All Mercy.)
 2. All new employees must attend diversity training.
 - D. Community – a spoke in the *Wheel of Diversity*
 1. Many Mercy employees work at free clinics on their own time.
 2. Mercy sponsors community events, such as a celebration for Black History Month.
 - E. Organization – a spoke in the *Wheel of Diversity*
 1. To aid in recruitment, Mercy has created a partnership with Moulton Elementary School and Hiatt Middle School to help students learn about the various jobs available in the medical field and to provide scholarships for students when they reach college age.
 2. Mercy supports Affirmative Action.
- V. Subcommittee Reports
 - A. Diversity Training – Stephen Wooderson spoke on behalf of the Subcommittee.
 1. The Subcommittee has contacted some state agencies to gather information on what kinds of diversity-type training and awareness is currently being conducted.
 2. After gathering data, the Subcommittee may be able to recommend that a proven course or program be extended to all state employees.
 - B. Diversity Plans – Robin Jenkins spoke on behalf of the Subcommittee.
 1. All Executive Branch agencies have submitted their Diversity Plans to DAS.
 2. The Subcommittee will have at the next meeting a formal report, summarizing the information submitted and establishing a baseline of how agencies are doing in this area.

3. DAS will place all of the Diversity Plans on the Diversity Council website.
 4. Walter Reed stated that when studying Diversity Plans, it would be helpful to have flow charts of agencies to see where the decision-makers are.
 5. Alba Perez would like to establish a "standard" for agencies to use as a goal for diversity and recruiting.
- C. (Employee) Referral System – Robin Jenkins spoke on behalf of the Subcommittee.
1. Robin suggested changing the name of the Subcommittee from *Employee Referral System* to simply, *Referral System*.
 - a. Executive Order 4 uses the term *Referral System*.
 - b. *Employee Referral System* implies current state employees only, while *Referral System* deals with new hires and recruiting.
 - c. The Council agreed.
 2. The Subcommittee will submit a report to the Council by December 1, 2008.
- D. Best Practices – Renee Hardman spoke on behalf of the Subcommittee.
1. There will not be a Best Practices presentation at the next meeting.
 2. The Council will be focusing on the Diversity Plans.
- E. Persons with Disabilities – Stephen Wooderson spoke on behalf of the Subcommittee
1. The Subcommittee is working on a survey, which will be anonymous and voluntary, to determine how many persons with disabilities are currently working in state government.
 2. Executive Order Four does not establish timelines for work on this issue.
- F. Public Forum – Jesus Estrada, DAS Staff Support, spoke on behalf of the Subcommittee.
1. In an effort to gain a consensus on how the Council would like to conduct the public forum, the Subcommittee created a form for each Council Member to fill out; the form requests input on:
 - a. Intent
 - b. Target Audience
 - c. Meeting Type
 - d. Site Locations
 - e. Meeting Dates
 2. The Council discussed its ideas and each member will fill out the form and return it to DAS.
- VI. Public Comment
- A. Jeanette Thomas, Department of Education, stated that she only recently learned of the Council's existence and asked if the Governor's Office could issue a release, informing Iowans about the Council.
1. Renee Hardman asked Deborah Svec-Carstens if she would look into this request.
 2. Renee Hardman asked that this issue be put on the agenda for the next meeting.
- B. Cyndi Chen, DHR, Commission on the Status of Iowans of Asian and Pacific Islander Heritage, expressed concerns about the quality of the diversity training.
1. Judy Akre, Program Coordinator of Performance and Development Solutions in DAS, stated that the diversity training had a rocky start, but improvements were made and the feedback from participants has been very positive.
 2. Nancy Berggren invited Cyndi Chen to attend another session.
- C. Tereasa Jefferson, Iowa Workforce Development, had two questions:
1. Why won't DAS discuss issues of hiring practices with me? Nancy Berggren replied that DAS will generally answer questions directed to the office but will not generally talk about other people's issues.
 2. When will Russell Lovell speak to the Council and who will set it up? Renee Harman answered that she will check Mr. Lovell's availability and try to schedule him in November or December.

	<p>D. Beverly Couch, Department of Economic Development, asked if the Diversity Council had an oversight committee to see that agencies are actually doing what they say they are with respect to diversity.</p> <ol style="list-style-type: none"> 1. Renee Hardman stated that the Council is currently gathering information. 2. Alba Perez stated that the Council could make a recommendation to the Governor's Office about oversight.
Items for Next Meeting	<ol style="list-style-type: none"> I. New Business II. Subcommittee Reports – with Time Scheduled to Discuss the Diversity Plan Summary III. Discussion of How to Increase Awareness of the Diversity Council IV. Public Comment
Next Meeting	<p>The next meeting will be held on Thursday, November 20, 2008, from 2:30 p.m. – 4:30 p.m. <i>in the Knudsen Training Room on the first floor of the Jessie Parker Building, 510 East 12th Street, Des Moines, IA.</i></p>
Adjourned	<p>Meeting adjourned at 4:37 p.m.</p>